



Section 3. Club Structure.

Part 1:

How does your club operate? How is your club organised and who organises it? What management roles do you have in your club?

Instructions: In the box below please complete a simple Management Committee structure diagram that demonstrates how your club operates. Include in this any sub committees that exist within your club.

Overall Club Committee managed by Club Chairman Fred Kerley

Consisting of:	Vice Chairman – Graham Gaiger	1 st XI Captain – Ryan Higgins	Treasurer – Paul Clark	2 nd XI Captain – Simon Bailey
	Child Welfare Officer – Graham Gaiger	Fixture Secretary – Steve Patten-Hall		3 rd XI Captain – Andrew Sainsbury
	Secretary – David Evans	Friendlies Captain – Kieran Chivers		4 th XI Captain – Steve Patten-Hall

Other Committee Members – Mike Thurlow, Andy Morgan, Tony Poole, Aaron Kyle, Ben Mason, Kieran Chivers, Steve Fortune

Split into Sub-Committees :-

Youth Sub-Committee – Chairman – Ian Wheeler

Consisting of:	U15 Head Coach	Andrew Sainsbury (UKCC1)
	U13 Head Coach	Ed Fruen (UKCC1)
	U11 Head Coach	Steve Patten-Hall (UKCC2)
	U9 Head Coach	Ian Wheeler (UKCC2)
	Girls U13 Head Coach	Mark Eaves (UKCC1)
	Girls U11 Head Coach	Richard Pembroke
	Other Coaches	Ed Fruen, Sam Lumley, Neil Clark, Ben Mason, Aaron Kyle, Andrew Hillier, Emily Francis, Ryan Higgins, Kieran Chivers, Tim Gent, Tim Driver, Chris Golding, James Page, Jon Rose, John New (All UKCC1 or 2)
Other Volunteers	Rocky Rose, Rikki Jackson, Mark Colyer, Alex Eaves, Mark Eaves	
One-to-one tuition	Alan Crouch (UKCC4), Ollie Smith (UKCC Club Coach), Lisa Keightley (UKCC3)	

Fundraising Sub-Committee

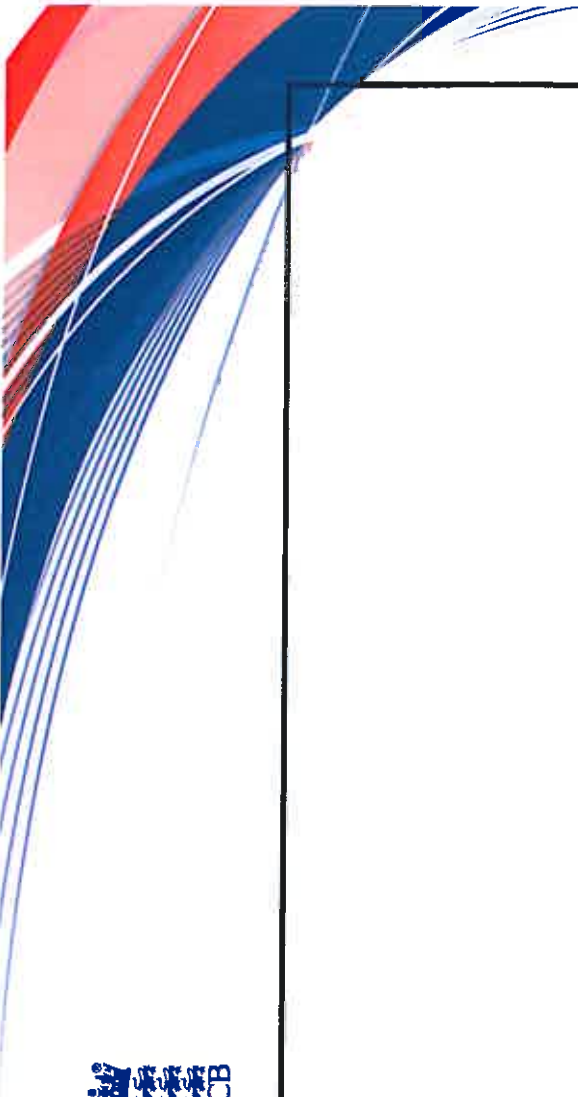
Consisting of: Andy Morgan, Mike Thurlow, Ed Fruen

Club Development Plan Working Group

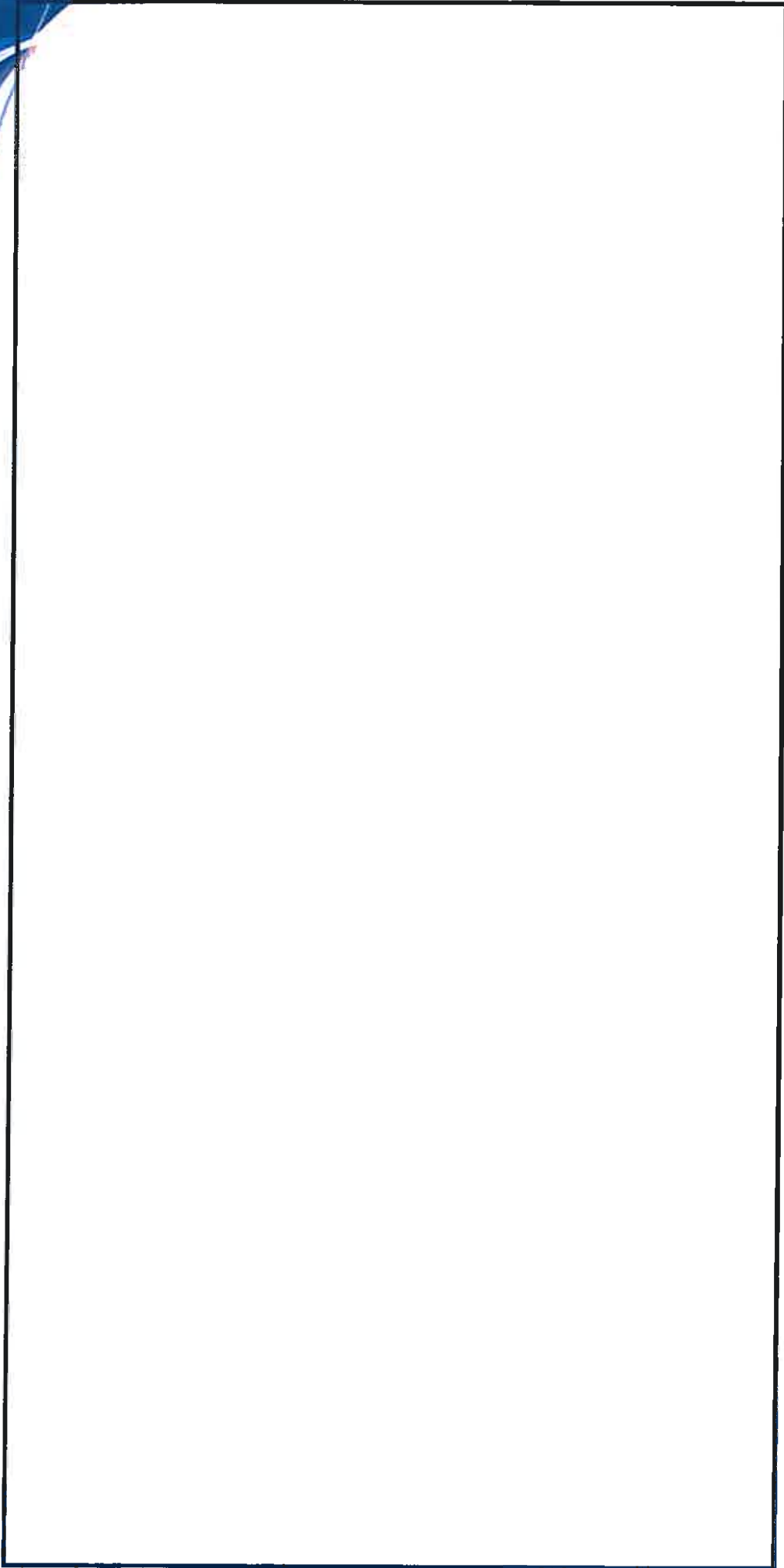
Consisting of: Graham Gaiger (Team Leader), Ed Fruen, Mike Thurlow, Paul Clark

Ground and Facilities Sub-Committee

Consisting of: Graham Gaiger, Mervyn Underwood and Neil Clark



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Part 2:

How does your club function week to week? How often do the committees in your club meet?

Instructions: For each question asked below please complete a response that is correct for your cricket club.

Question 1: How often does each of your club committees meet per year / season? (Maximum 150 words)

1. The overall Club Committee meets 12 times per year
2. The Youth Committee meets 12 times per year
3. The Club Development Plan Working Group meets 4-6 times per year
4. The other Sub-Committees meet and discuss their issues within the overall Club Committee

Question 2: What written information is produced by each committee / sub committee / working group and who produces this written information? (Maximum 150 words)

1. Minutes are produced from all meetings and circulated to relevant committees. They detail all actions necessary - produced by Club Secretary (Youth and Club Development)
2. Club Treasurer produces monthly statements and yearly financial reports for presentation
3. Club Development Manager produces a twice-yearly update against the Club Development Plan

Question 3: How does each committee communicate to the other committees and to club members? (Maximum 200 words)

1. Club - The Club Secretary communicates directly with the sub-committee representatives who in turn communicate with their committees
2. Sub-Committees - All sub-committee Managers/Representatives are required to attend main club meetings to provide a two way means of communication of information
3. All communication is provided via post in the form of memos and minutes and also sent out via e-mail

Section checklist

Ask yourself the following questions...

- Is the content of this section accurate and realistic?
- Have you cross referenced other sections of the club development plan that impact on this section?
- Have you scheduled activity in a logical and phased pattern over a period of time during this section?
- Do you have the capacity and resources to deliver this section?
- Have you demonstrated ownership of this section?
- How will you communicate the actions in this section?